



**City Council
Regular Meeting
Tuesday, February 15, 2005
7:00 P.M.**

The regularly scheduled meeting of the Trinity City Council was held on Tuesday, February 15, 2005 at the Trinity Memorial United Methodist Church.

MEMBERS PRESENT: Mayor, Jimmy Shore; Council members Karen Bridges, Phil Brown, Barbara Ewings, Bob Labonte, Barry Lambeth, Dwight Meredith, Edith Reddick, and Miles Talbert.

OTHERS PRESENT: City Manager Ann Bailie; City Attorney, Alan Pugh (filling in for Attorney Bob Wilhoit); City Planning/Zoning Code Enforcement Administrator, Adam Stumb; City Clerk, Debbie Hinson; City Engineer Randy McNeill; Members of the Press; and other interested parties.

ITEM 1. Call to Order

Mayor Shore called the February 15, 2005 Regular Meeting of the Trinity City Council to order at 7:00 pm.

Pledge of Allegiance

Robbie Sikes led the Pledge of Allegiance.

Invocation

The invocation was given by Council member Lambeth.

Welcome Guest and Visitors

Mayor Shore welcomed and thanked all persons in attendance.

ITEM 2. Review and Approval of Minutes

1. January 11, 2005 Pre-Agenda Meeting

Mayor Shore called for corrections, additions, or deletions to the January 11, 2005 Pre-Agenda Minutes.

Council member Bridges called for the following corrections to the January 11, 2005 minutes.

- Page 4- last paragraph next to the last line change the word "direction" to **directions**;
- Item 9- paragraph 6- remove the extra word **against**.

With no other corrections, Council member Bridges made a motion to approve the minutes with the above requested corrections. Council member Ewings seconded the motion. The motion and second was approved unanimously by all Council members present.

2. January 18, 2005 Pre-Agenda Meeting

Mayor Shore called for corrections, additions, or deletions to the January 18, 2005 Regular City Council Meeting. With no changes, Mayor Shore called for a motion to approve the minutes.

Council member Bridges made a motion to approve the minutes as written. Council member Talbert seconded the motion. The motion and second was approved unanimously by all Council members present.

3. January 29, 2005 Annual Retreat

Mayor Shore called for corrections, additions, or deletions to the January 29, 2005 Annual Retreat Minutes. With no changes, Mayor Shore called for a motion to approve the minutes.

Council member Meredith made a motion to approve the minutes as written. Council member Talbert seconded the motion. The motion and second was approved unanimously by all Council members present.

Item III. Public Concerns and Commendations
NONE

Opening Comments from Members of Council
NONE

REPORT

ITEM 4. Audit Report F/Y 2003-2004 (La Vonne Montague, CPA, Dixon-Hughes PLCC)

Mayor Shore opened this item and turned the discussion over to Ms. LaVonne Montague, CPA, Dixon-Hughes.

Ms. Montague discussed the Annual Audit for 2003-2004 advising that an “unqualified” or “clean” opinion had been issued by the firm on the city’s financial reports. This is the highest rating that can be given. We concluded that the financial statements are fairly presented for the year ending June 2004. She discussed the new rulings of GASB# 34 and how these changes affected the City of Trinity. The two main impacts of these changes can be seen in the Management Discussion and Analysis (MDA), and the Government Wide Financial Statements. The Management Discussion and Analysis begins on page 5 of the report and goes through page 14. This section of the report gives a good, brief, overview of what is detailed on the following pages of the report. The Government Wide Financial Statements represents two (2) new exhibits known as the statement of net assets and the statement of net activity. This new perspective attempts to reflect a full accrual of the city’s activities somewhat like what a business would report. This is different than anything that cities have been required to report in the past.

Ms. Montague reviewed page 17- Net Assets; This encompasses all of the activities and funds of the city. The two major activities for Trinity are Governmental Activities (General Fund) and Business Type Activities (Sewer Fund). The first column representing General Fund is different than the normal Balance Sheet that you are accustomed to. This lists Capital Assets and Long Term Debt in this one column. It also includes the cost and depreciation of capital assets. The category listed at the bottom is now called net assets instead of Fund Balance. The only restriction that Trinity has is for street improvements. The number included represents several years of unspent Powell Bill Funds.

Page 18- Statement of Activities- This is a second new statement and attempts to show the net costs to provide various functions of the government. Page 19 illustrates the net costs to provide governmental activities. This is approximately \$287,000.00. These activities are financed by property taxes and other types of unrestricted revenue such as local option sales tax. Page 20 of the report is the Balance Sheet that Council is accustomed to looking at. The only difference in this Balance Sheet is it does not include capital assets and debt. Instead they are included in the reconciliation at the bottom. Page 21 shows the General Fund Revenues and Expenses for 2004.

Ms. Montague reviewed the handout (included) advising Council that handout tracked 5 years of Trinity’s Unreserved Fund Balance as well as revenues and expenses. The Unreserved Fund Balance has continually and gradually increased. The revenues and expenditures have remained pretty constant over the same period of years.

Ms. Montague advised Council that no reportable conditions (internal weakness or internal controls) were noted for the City as a result of this year’s audit. The management letter that you received states that all the weaknesses and problems that we incurred last year were satisfactorily addressed in 2004. Positive changes were implemented and most all prior reportable conditions resolved through the addition of the new finance officer, new computer system, and accounting being brought in house. The letter recommends that the city continue to develop formal policies and procedures as the city and finances continue to grow.

Ms. Montague concluded her report and thanked Manager Bailie and Debbie Hinson for their assistance in this year’s audit.

With no questions, Manager Bailie, Council members, and Mayor Shore thanked Ms. Montague for her report.

Before proceeding to the next item, Mayor Shore welcomed Attorney Allan Pugh, who was filling in for Attorney Wilhoit.

Public Hearings**

ITEM 5. Subdivision Ordinance (tabled from 12/14/04 Pre-Agenda Meeting)

Mayor Shore opened the Public Hearing and asked Planning Administrator Mr. Stumb, to address Council.

Mr. Stumb reviewed changes made to the Subdivision Ordinance per the handout attached in Council's Agenda (included). After Mr. Stumb's review, Council members asked about the dedication amount of open space; is it 1/135 acre per unit? Mr. Stumb stated it was 1/135 acre per unit and passed out a chart with illustrations of open space in the two (2) zonings of Residential Mixed and Multi-Family Residential for which these changes were proposed.

Mayor Shore opened the Public Hearing for anyone who wished to speak in favor of this request.

Hearing none, Mayor Shore opened the floor to anyone who wished to speak against this request.

Hearing none, Mayor Shore closed the Public Hearing and asked for staff recommendation on the request.

Mr. Stumb advised Council that staff recommended approval of the Ordinance. A lot of these changes will be procedural and help everyday procedures in the office. Staff recommends approval.

Mayor Shore opened this request to Council for discussion and or action.

Council member Meredith asked if it was normal that the entire lot be outside the realms of the floodplain, or can the floodplain be part of the lot?

Mr. Stumb advised Council that the floodplain could be part of a lot; however, there must be assurance that there is enough space for the house and any accessory structures such as a garage or pool without using areas inside the floodplain.

There was discussion between Council members, and Mr. Stumb concerning the wording in 6-17 Water Courses that pertained to lots located within a flood plain.

After further discussion, the following change is to be made in section 6-17: From Lots located within a floodplain shall not be sold for residential purposes to Lots "entirely" located within a floodplain shall not be sold for residential purposes.

Mayor Shore called for any other discussion.

Council member Labonte asked if the discussion just held stated that the lot could not be sold by the owner or developer if it was entirely located in the floodplain. Mr. Stumb stated that was correct. Council member Labonte asked if the property located in a floodplain could be dedicated as open space in a development. Mr. Stumb advised Council this property could be used as open space in a development.

With no further discussion, Council member Talbert moved to make a motion to adopt the changes as read. Council member Bridges seconded the move to motion. The motion and second was approved 7 to 1 with Council member Labonte voting Nay.

Unfinished Business

None

New Business

ITEM 6. A.R.C.H. (All Residents Communicating and Helping)

Mayor Shore asked the City Clerk to brief Council on this item.

Ms. Hinson discussed the invitation received from Chief Gary Lewallen and A.R.C.H. Volunteers to participate in this program along with Archdale. This program is designed to provide a safety net to disabled, special need, and shut in residents. She discussed the application for assistance as well as the A.R.C.H. Volunteer Form. This program must be limited to individuals of most extreme need and to assist those who lack the support of family or neighbors. Volunteers will ensure the resident is safe, has sufficient heat, medicines, food, etc. Volunteers would notify the

Archdale Police Department if they felt their resident needed help. After evaluating the need, the Archdale Police Department would notify the proper entity.

Ms. Hinson advised Council she felt this program would be a helpful tool to some of the residents of Trinity since most of the area is rural and not a typical subdivision neighborhood. This gives us the opportunity to offer a wonderful service to our residents who meet the criteria of this program. She advised Council members that both applications for assistance as well as applications to become a volunteer in this program would be available at Trinity City Hall.

After Ms. Hinson's review, Council member Ewings made a motion that Trinity participate in the A.R.C.H. program. Council member Brown seconded the motion. The motion and second was approved unanimously by all Council members present.

ITEM 7. Advisory Board Ordinance

Mayor Shore opened this item and asked Manager Bailie to brief Council.

Manager Bailie advised Council that she, Council member Talbert and Council member Bridges had worked on the proposed Ordinance. This Ordinance is based on the Advisory Board Ordinance of Jacksonville.

After a brief discussion, Council member Talbert moved to make a motion to adopt the Advisory Board Ordinance. Council member Brown seconded the motion. The motion and second was approved unanimously by all Council members present.

After the vote, Council member Talbert stated this addressed organization of the Planning/Zoning Board and all other boards that deal with city business and we have just adopted a formal method of doing this that we had not had in the past.

Council member Lambeth made a motion that this Ordinance become effective March 01, 2005. Council member Brown seconded the motion. The motion and second was approved unanimously by all Council members present.

ITEM 8. Community Grants Program.

After Mayor Shore opened this item, Manager Bailie advised Council that what she had prepared and presented to them was an application packet that would be filled out by anyone seeking funding from the city. It asks a variety of questions about the financial status of the organization, what the money is being requested for, a listing of their budget, and how they receive their current funding. I believe this will provide a standard way for Council to evaluate a request.

Council member Bridges made a motion to adopt the Community Grants Program. Council member Talbert seconded the motion. The motion and second was approved unanimously by all Council members present.

ITEM 9. Grant Request form Archdale-Trinity Chamber of Commerce.

Mayor Shore opened this item and asked Ms. Beverly Nelson to come forward and address Council on this request.

Ms. Nelson discussed the information provided to Council in their packet concerning the Grant Application and supporting documents. She discussed how Archdale and Trinity were underserved with dining and shopping opportunities. The Chamber is the only organization that has accepted the responsibility to recruit and support commercial and retail development.

It is the belief of our Economic Development Committee that we market for these types of businesses more aggressively. We propose to purchase 1,000 CD's professionally produced of 1 minute duration that will launch back to the Chamber website. This will allow us to update and maintain demographic information. If we put the information on our website we will be responsible for updating and maintaining the information collected. The purpose of the CD is to catch their attention. We also want to produce a post card that matches the CD that we can use as a follow up.

My request is to ask you to partner with the City of Archdale and the Economic Development Corporation of Randolph County in this project. The cost for the CDs is \$3,500.00, and the cost for the postcards is \$1,040.00. Ms. Nelson advised Council that her request was for at least \$1,750.00. This is approximately 1/3 of the costs of the

project based on the current estimates for this project. I already have a commitment from Archdale and will approach the EDC next week.

Council member Brown and Ms. Nelson discussed the annual contribution of 4,000.00 given to the chamber and how this money was used. Ms. Nelson advised Council this money was used for operational expenses and that this would be reviewed during her annual update to the Chamber.

Ms. Nelson advised Council members that everything done in the leadership development program and schools was done for both communities. Each response made to any inquiry, each visitor packet, or relocation packet is paid from our operational expenses.

The Chamber will assume the cost for postage, the administrative cost to maintain the databases, as well as maintaining the website. This will be our contribution.

With no further discussion, Council member Meredith made a motion to approve funding in the amount of \$1,750.00.

Prior to the second there was discussion between Mayor Shore and Ms. Nelson concerning how the \$1,750.00 was derived as 1/3 of the total costs? Ms. Nelson advised Mayor Shore and Council members that the \$1,750.00 was the amount approved by the City of Archdale; however the Board encouraged me to approach the County or the EDC for funding. You will not be billed the full \$1,750.00 for the project if I can receive funding from the EDC.

With no further discussion, Council member Ewings seconded the motion. The motion and second was approved 6 to 2 with Council member Brown and Council member Bridges voting Nay.

ITEM 10. Budget Amendments

Mayor Shore opened this item and turned the discussion over to Manager Bailie for comments or discussion with Council. Manager Bailie advised Council the Budget Amendments received in the Agenda packet referred to the information distributed at the Retreat and is a result of the implementation of GASB# 34.

Council member Bridges made a motion to accept the Budget Amendments as presented. Council member Talbert seconded the motion. The motion and second was approved unanimously by all Council members present.

Business from Mayor and Council

Mayor

Mayor Shore acknowledged and recognized members of Boy Scout Troop # 52 and their leaders who attended the Council meeting.

Mayor Shore discussed the pageant held for children with special needs by the High School. This is just to advise Council of this event in case any one would like to make a personal donation. I feel this is a heartwarming program. This pageant will be held this Saturday at 6:00 if any of you would like to attend.

Mayor Shore discussed a contest he participated in sponsored by the FBLA. This contest consisted of a group of young men and young women competing on "dressing" for job interviews. They really went all out for this and it was had to make a decision.

Council members

Council member Talbert discussed the number of young persons he witnessed giving blood during the blood drive held at the High School. He expressed his pleasure and pride to see young people willing to give the gift of life.

Business from City Manager

Budget Amendment

Manager Bailie discussed a Budget Amendment transferring \$922.00 from Salaries to Travel Training in Administration. The City Manager is authorized to make this type of amendment if it is less than \$1,000.00. However, it is also the duty of the City Manager to advise Council of this type of amendment at their next regular meeting after the amendment is made. This is to make you aware of that amendment.

Memo concerning meeting to continue Retreat

I have included proposed Agenda Items on this memo. These are some of the topics that have been suggested by some Council members. If you have other items that you would like to include please advise me so that I may add them to the Agenda.

Also, Council member Ewings will need to leave early and has asked if this meeting could begin at 5:00. After discussion, it was the consensus of Council to begin the meeting at 5:00 on Thursday, February 17, 2005.

ITEM XI. Adjournment

Prior to adjournment, Mayor Shore read the City of Trinity Upcoming Meeting and Community Events.

With no other business to discuss, Mayor Shore called for a motion to adjourn the February 15, 2005 meeting of the Trinity City Council.

Council member Ewings made a motion to adjourn. Council member Meredith seconded the motion. The motion and second was approved unanimously by all Council members present.